

Ordering Physician Window

As soon as you select an order the “Ordering Physician” window opens. This window will not display for Physicians.

The screenshot shows the 'Ordering Physician' dialog box. It has a title bar with a 'P' icon and a close button. The main area contains three sections: 1. '*Physician name' with a text box containing 'Brown, Spencer S, MD'. 2. '*Order Date/Time' with two spinners showing '2017-Nov-08' and '1108'. 3. '*Communication type' with a list box containing 'Clinician', 'Medical Directive', 'Physician Co-Sign', 'Telephone', 'Verbal', and 'Written'. At the bottom are 'OK' and 'Cancel' buttons. Green callout boxes and red arrows highlight specific fields: 'Ordering Clinician' points to the name field, 'Date/time order placed' points to the date and time fields, and 'Communication Types' points to the list box.

Physician name: Search and select the name of the physician who has requested the order

- All **medication, diagnostic imaging, and laboratory orders** require a **physicians name** as part of the order.
- **Provider, Nursing; Provider, Allied Health; and Provider, Clerk** may be entered in the Physician’s name box when the provider is entering an order that is within his/her scope of practice.

Order Date and Time: Accept the default of “Today” and “Now”

Communication Type: Needs to be selected.

What communication order do I select?

Name	Examples	Does it go to the Physician's Message Center?
Clinician	<ul style="list-style-type: none"> When entering an order within your scope of practice (Care of peripheral IV PowerPlan) 	No
Medical Directive	<ul style="list-style-type: none"> When Medical Directive is used 	No
Physician Co-sign	<ul style="list-style-type: none"> When the physician needs to be aware of a communication order or GOP or suggestion for orders 	Yes
Telephone	<ul style="list-style-type: none"> When entering telephone order 	Yes
Verbal	<ul style="list-style-type: none"> When entering a verbally order (should used only in emergency situations) 	Yes
Written	<ul style="list-style-type: none"> When transcribing a written order into the computer When entering an order initially placed as a communication order When cancelling and reordering Lab or DI order due to CPOE order entry error. (ex. The lab order was placed using the wrong collection priority) 	No

- It is important to select the appropriate **communication** type based on the order that is being entered.
- If all of the orders being entered have been ordered by the same doctor, as long as you stay in the patients chart, you will only need to provide the "Ordering Physician" once
- Always review the ordering physician name for each order prior to signing.